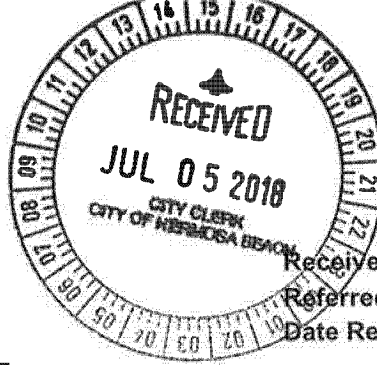




**City of Hermosa Beach**  
 1315 Valley Drive, Hermosa Beach, CA 90254  
 310.318-0203 - Fax 310.372-6186  
 Email: [recordsrequest@hermosabch.org](mailto:recordsrequest@hermosabch.org)



Received By: Linda A.  
 Referred To: CD-Bob  
 Date Referred: 7/5/18

## Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print): <u>Clint Bower</u>		Email: <u>data.ce@properant.com</u>
Address:		Phone: <u>252-917-0257</u>
City:		Fax:

### Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) **Submit all requests to the City Clerk's Office.**

*All attached*

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Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. *Accepted method of payment:* Cash or check. Credit card accepted in person only.

Signature

Date

### For Departmental Use Only:

Action Requested:

☐ Review Only

☐ Copies Requested

Action Taken:

☐ Document Reviewed

☐ Copies Provided

☐ Refusal/Reason

By \_\_\_\_\_ Date \_\_\_\_\_

☐ Non-Existent Document

☐ Other (Please Explain)

### For City Clerk's Use Only:

Date Requestor Notified \_\_\_\_\_ Notified By: \_\_\_\_\_ Date Picked Up or Mailed \_\_\_\_\_

**From:** Zeke Jackson <[data.ce@properant.com](mailto:data.ce@properant.com)>  
**Date:** July 4, 2018 at 1:48:22 PM PDT  
**To:** [edoerfling@hermosabch.org](mailto:edoerfling@hermosabch.org)  
**Subject:** Fwd: Public Records Request

----- Forwarded message -----

From: **Zeke Jackson** <[data.ce@properant.com](mailto:data.ce@properant.com)>  
Date: Fri, Jun 29, 2018 at 7:38 PM  
Subject: Public Records Request  
To: [brollins@hermosabch.org](mailto:brollins@hermosabch.org)



June 29, 2018

Respected Official,

For the past year we have been working on a research project that integrates various public housing and community data with GIS mapping.

Under the California Public Records Act (Govt. Code 6250-6270.5) we would like to respectfully request the following records:

1. A summary report of all open/active code enforcement cases related to housing, blight, vacant, and substandard cases in the community. We would like to request the case open date, case number, location (address or parcel number), description and current status of the cases.

We recognize that there is a wide range of staffing levels, record keeping systems, and available resources to respond to this request. Please do not hesitate to contact us if you need anything from us to help fulfill this request.

--Should you have questions or request clarification on any of the requested materials, please do not hesitate to contact me at 252-917-0257.

We request these materials electronically. Please send the information to [data.ce@properant.com](mailto:data.ce@properant.com). Should your organization not have the capability to complete our request electronically, please send it via USPS to:

Act 10 Solutions  
8450 82nd St Unit 107  
Pleasant Prairie, WI 53158

Thank you.

Clint Bowen

Partner, Act 10 Solutions